

DUE DATES FOR SUBMITTING REQUIRED  
MATERIAL TO THE CONSERVATION  
COMMISSION

PLANNING REPORTS

**DUE BY JUNE 1<sup>ST</sup>**

**PROPOSED BUDGET & ANNUAL WORK PLANS**  
(NAC 548.110)

REPORTING DOCUMENTS

**DUE BY JULY 15<sup>TH</sup>**

**DRAFT FINANCIAL REPORT**  
(NRS 548.330 & NAC 548.130)

REPORTING DOCUMENTS

**DUE BY SEPTEMBER 30<sup>TH</sup>**

**ANNUAL REPORT & FINAL FINANCIAL REPORT**  
(NAC 548.110 & NAC 548.130)

MINUTES AND AGENDAS

**MINUTES (DRAFT MINUTES IF THAT IS WHAT'S  
AVAILABLE) AND AGENDAS MUST BE  
SUBMITTED TO THE DIVISION OF  
CONSERVATION DISTRICTS OFFICE WITHIN 30  
DAYS OF THE MEETING DATE.**  
(NRS 548.330 & NAC 548.110)

**\*\*This material is used by the State Conservation Commission to determine whether the Districts have met the prerequisite for "in good standing status" as well as whether all grant funds from the preceding year have been committed for expenditure by July 1<sup>st</sup> of the next fiscal year.\*\***